III USE OF TRANSACTION ILLUSTRATIONS

This chapter contains instructions for using the CSTART01 report, Transaction Code Decision Table Illustration. For each transaction code, the following information is given:

✪ The transaction code and its title;

✪ the last date the transaction was changed;

✪ the input coding requirements for the transaction;

✪ the transaction's general ledger impact;

✪ the transaction's posting sequence;

✪ the transaction register to which the transaction posts;

✪ the transaction's impact upon the claim schedule file;

✪ miscellaneous special information about the transaction;

✪ the security group to which the transaction belongs;

✪ the transaction's impact as a plus or minus in the net batch balancing feature;

✪ the active or inactive status of the transaction code; and

✪ the impact the transaction has upon each of the CALSTARS master and shadow files.

INPUT CODING REQUIREMENTS

The coding requirements for each transaction code are defined under the CSTART01 section titled 'Input Coding Requirements'. To the right of each coding field is a definition of the coding requirement for each transaction as follows:

NOT ALLOWED -

Coding fields defined as 'NOT ALLOWED' cannot be entered on the accounting transaction. Entry of any information in a coding field defined as 'NOT ALLOWED' causes the transaction to receive a fatal error and post to the Error Suspense File.

REQUIRED -

Coding fields defined as 'REQUIRED' must be entered on the accounting transaction. Information entered in required coding fields is edited by various files and tables within CALSTARS for accuracy and validity. The omission of information for a required field or the incorrect entry of information results in a fatal error and the posting of it to the Error Suspense File.

OPT/AGY DEFINED

Coding fields defined as 'OPT/AGY DEFINED' are required or optional based upon edit criteria an agency has established in its system tables. The Allotment Object Level Indicator is one of the indicators that may affect the coding requirement for the object detail field. For example, the Index, Object Detail, PCA and Project are all defined as 'OPT/AGY DEFINED" for Transaction Code 061, Record/Increase a First Quarter Allotment. However, 'OPT/AGY DEFINED' would not apply if an agency's Allotment Object Level Indicator in the Appropriation Symbol Table indicates that the agency is controlling allotments by object. In that case, the Object Detail must be entered on the transaction as if it were a required coding field.

ORGANIZATION

The Transaction Code Decision Table Illustration Report, CSTART01, is sequenced by the three-character transaction code. The transaction code appears in the title line at the upper-left of each page and also at the lower right corner of each page. The alpha codes are in alphabetic order and sort prior to the numeric codes. Because not all codes are used, there are gaps between code numbers. To save paper, all pages are printed on both sides and no space is reserved for missing or deleted codes. The report pages do not have page numbers.